

## **FLATHEAD COUNTY FAIR COMMISSION**

### **Meeting minutes from July 13, 2017**

The July 13, 2017 meeting was called to order by Sam Nunnally at 6:30 pm in the 4H Building at the Flathead County Fairgrounds

**Roll call of members:** Sam Nunnally, Mark Carlson, Butch Woolard, Doug Wise, and Wes McAlpin were present. Liaison member Pam Holmquist was excused.

**Staff present:** Mark Campbell and Deputy County Attorney David Randall.

**Guests present:** Sharon Askelson, Ron Thibert, Katie Brien with the Chamber of Commerce.

**Agenda approval:** Mark Carlson moved to approve the agenda as presented. Doug Wise seconded the motion. All members were in favor.

**Previous Meeting Minutes:** Meeting minutes from June 15, 2017 were presented. Doug moved to approve the minutes as presented. Butch seconded the motion. All members were in favor.

**Public Comment:** Sam called for public comment. Sharon reported she wasn't real happy with the new system to enter. She will continue to argue with Mark about it. Ron Thibert has a new lease on life so here we go. No further comment was heard.

**Manager's Report:** Mark reviewed the Commissioners monthly report and provided an update on a variety of projects and activities. A notice of award has been issued to Talcott Construction. A hazardous material inspection and abatement will be done in mid-August. Multiple steps for construction contract final approval. Other details related to the project are proceeding. Doug asked about timetable. We are on track for a September 1<sup>st</sup> start date. Grandstand prep and paint is underway for Fair. Other minor pre-fair projects were reviewed. Fair entries and plans are well underway with use of iPads for check-in and judging where applicable. Marketing efforts and ticket sales are moving quickly. Butch asked about food vendors. 406 Bar & Grill will be joining us with a variety of items. All others are returning. Sons of Norway and Flathead Marines are scheduled to be in the new booths when built.

A financial report through June was shared along with FY18 revenue collected in advance. Revenues are at 111.53% and expenses at 97.01%. It was noted that portions of the revenues collected now are in advance and will be transferred to the next fiscal year. Details of specific line items and account overages or under expenditures were discussed and shared. The final transfer of CIP funds has been done.

**Committee and Director Reports:** None were presented.

**Old Business:** Restroom ADA Project – communications about the project were asked of the Board. Doug noted that he wanted to hear if there is a problem or something places us behind schedule. Otherwise, a monthly update at the Fair Board meeting is sufficient.

No further old business was discussed.

**New Business:** Katie was introduced and shared a communication protocol developed by the Ag Committee members. This "filter" will bring items to the Fair Board that have already been vetted and approved by the other Ag Committee partners. 4H and FFA have approved it along with a few minor changes by the Chamber Board. The Fair Board has the final vote/decision regarding changes to the market sale process. She reviewed the changes and provided explanation of the document. No further comments or questions. Wes moved to approve the plan as presented, seconded by Mark Carlson. All members were in favor.

Butch asked Katie about Parade costs increasing. She explained that the City is no longer staging special events. The Chamber is required to produce a traffic plan and implement it. They are doing so with a contractor but must cover the \$1,300 per event cost. They are seeking sponsors to offset the expense.

The Whitefish sponsor agreement was reviewed by the Board. Comments from David Randall were sought. He provided an overview of the agreement. He feels it is insufficient to deal with the length and potentials of the agreement. It should balance between what we have now and what it should be. He can't advise in signing it on this basis but understands the time parameters involved. Butch asked about an extension to the agreement for a short period while the details are worked out. Doug asked about the differences between the original and what is presented. David stated it's the term length. Examples are the many scenarios that could occur and which party would have responsibility. Mark provided background on history and reasoning of why Whitefish Credit Union wishes to support the Fair. Further discussions continued about length of agreement, purpose, and formats that could be viable or used. Mike asked if there was a middle ground possible with the sponsor. It was agreed that a revised agreement with a mutual extension clause will be presented as soon as possible to keep within the timeline of the fair. The board is also in concurrence with a short-term extension if needed. The board remains available for a special meeting to vote on an agreement as needed.


Cancellation of the regularly scheduled August Fair Board meeting was considered due to the daily briefings starting on August 16<sup>th</sup>. Butch moved to cancel the August 10<sup>th</sup> meeting. Seconded by Doug. All members were in favor.

No further new business was presented.

**Adjournment:** Wes moved to adjourn the meeting at 7:43 pm, seconded by Mark. All were in favor.

Submitted by: mc

Approved as submitted:

  
Chair

9-14-17  
Date